

AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE
PRICELIST

General Purpose Commercial Information Technology Equipment,
Software and Services

Special Item No. 132-33 Perpetual Software Licenses

Special Item No. 132-34 Software Maintenance

Special Item No. 132-51 Information Technology Professional Services

FDPS Code D301	IT Facility Operation and Maintenance
FDPS Code 0302	IT Systems Development Services
FDPS Code 0306	IT Systems Analysis Services
FDPS Code 0308	Programming Services
FDPS Code 0310	IT Backup and Security Services
FDPS Code D399	Other Information Technology Services, Not Elsewhere

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offeror's and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances, the services must be performed by the publisher or manufacturer or one of their authorized agents.



BUSINESS SOLUTIONS

zCore Business Solutions, Inc.
101 E. Old Settlers Blvd. Ste. 220
Round Rock, TX 78664-2268
512.238.8222
512.238.8312

DUNS No: 034439328

8(a) Disadvantaged Small Business

Contract Number: **GS-35F-0476U**
Period Covered by Contract: July 8, 2008 – July 7, 2013

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage! on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage! and the Federal Acquisition Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.**

2. CONTRACTOR'S ADDRESS - ORDERING AND PAYMENT:

ORDERING: zCore Business Solutions, Inc.
101 E. Old Settlers Blvd. Ste. 220
Round Rock, TX 78664-2268

PAYMENT: zCore Business Solutions, Inc.
101 E. Old Settlers Blvd. Ste. 220
Round Rock, TX 78664-2268

Contractors are required to accept the government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders.

zCore Business Solutions, Inc. will accept government purchase cards for payment above the micro-purchase threshold. In addition, information to support wire transfer payments will be provided on invoices.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance: **512.238.8222**

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9:G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System: **034439328**
Block 30: **A. Small Disadvantaged Business**
Block 31: Woman-Owned Business: **No**
Block 36: Contractor's Taxpayer Identification (TIN): **14-1944554**

4a. CAGE CODE

1YTD3

4b. CONTRACTORS CENTRAL REGISTRATION (CCR) DATABASE

zCore Business Solutions, Inc. has registered with the CCR database.

5. FOB

Destination

6. DELIVERY SCHEDULE

a. Time of Delivery: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
132-33/34	30 Days
132-51	As agreed upon between zCore Business Solutions, Inc. and the contracting agency

b. Urgent Requirements: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. DISCOUNTS: PRICES SHOWN ARE NET PRICES; BASIC DISCOUNTS HAVE BEEN DEDUCTED.

- a. Prompt Payment: None.
- b. Quantity: None.
- c. Dollar Volume: None.
- d. Government Educational Institutions: Government Educational Institutions are offered the same discounts as all other Government customers.
- e. Other: None

8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING

Not applicable. Overseas shipment will not be provided under this contract.

10. SMALL REQUIREMENTS

The minimum dollar value of orders to be issued is \$100.00.

11. MAXIMUM ORDER

- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:
 - Special Item Number 132-33 - Perpetual Software Licenses
 - Special Item Number 132-34 – Maintenance of Software
 - Special Item Number 132-51 - Information Technology (IT) Professional Services

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

Federal Information Processing Standards Publications (FIPS Pubs)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road,

Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

Federal Telecommunication Standards (FED-STDS)

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. CONTRACT ADMINISTRATION FOR ORDERING OFFICES:

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS:

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if-

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS:

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;

(2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.

(3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES:

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

Not Applicable.

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs):

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS:

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION:

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. SECTION 508 COMPLIANCE:

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

www.zcorebusiness.com

The EIT standard can be found at: www.Section508.gov/.

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES:

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

TERMS AND CONDITIONS APPLICABLE TO TERM SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-32), PERPETUAL SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-33) AND MAINTENANCE (SPECIAL ITEM NUMBER 132-34) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE

1. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any software that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming software at no increase in contract price. The ordering activity must exercise its post acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the software, unless the change is due to the defect in the software.

2. GUARANTEE/WARRANTY

a. Unless specified otherwise in this contract, the Contractor's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract.

zCore Business Solutions, Inc. Software Warranty and Guarantee

zCore will warranty LBM for thirty days. Warranty support will be void if modifications are made to any part of the LBM by any party other than representatives of zCore. In the event that traditional application or network support is needed at any time, zCore will offer its services at the specified GSA Schedule rate. If application specific training is necessary, zCore will offer services at specified GSA Schedule rate plus any expenses that may be incurred for the training session.

Statement of Guarantee: zCore will make available equivalent replacements parts available for a product sold to the state for at least 3 years after a product is discontinued.

b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

c. **Limitation of Liability.** Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

3. TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number (512) 238-8222 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 8:00 AM to 5:00 PM Central time Monday through Friday.

4. SOFTWARE MAINTENANCE

a. Software maintenance service shall include the following:

1. **Maintenance Program:** During the term of this Agreement, zCore shall provide to Licensee Support Services and Software Updates and Enhancements for the Software. Licensee shall designate one (1) individual (hereinafter "Liaison") who will convey Licensee's questions or any alleged problems, defects or malfunctions specifically regarding and related to the operation of the Software (hereinafter and collectively "Problem") to zCore. Licensee shall inform zCore of the name of Liaison within ten (10) days of the Execution Date. The Liaison will be informed of, by zCore, and have the ability to access, the latest updates and enhancements to the Software.

The Liaison shall have access to zCore’s Support Services 8am to 5pm CST, every business day. Licensee acknowledges that access to the Support Services and Software Updates and Enhancements for the Software may be temporarily unavailable due to unexpected equipment and communication line, such as telephone line, failures and for maintenance. Access to the Support Services and Software Updates and Enhancements for the Software shall be made available only as follows.

2. Maintenance: If Licensee discovers any programming error as the result of which any Software does not perform substantially in accordance with the Documentation, the Licensee may give notice (a “Notice of Non-Conformance”) to zCore at any time.
 - a) In the case of a Level 1 Non-Conformance, zCore shall acknowledge receipt and communicate the status of the problem to Licensee within one-half business day. zCore shall apply continuous effort to resolve such Non-Conformance within two (2) business days; zCore shall communicate a plan for resolution to Licensee.
 - b) In the case of a Level 2 Non-Conformance, zCore shall acknowledge receipt and communicate the status of the problem to Licensee within one (1) business day. zCore shall apply a sustained, scheduled effort to resolve such Non-Conformance and shall provide status updates to the Licensee on a regular basis. If zCore cannot resolve such Non-Conformance within four (4) business days, zCore shall communicate a plan for resolution to Licensee.
 - c) In the case of a Level 3 Non-Conformance, zCore shall queue such Non-Conformance for inclusion in a future release.
 - d) Evaluation criteria will include the number of users affected, work availability and practicality, risk and frustration factors and the impact on other areas of the Software. Non-Conformance resolution will generally involve the following steps:
 - i. Licensee will provide zCore with information of the Non-Conformance including a problem report explaining the Non-Conformance in detail and how the Non-Conformance was replicated on Licensee’s system;
 - ii. zCore will recreate and isolate the Non-Conformance;
 - iii. zCore will write, test and deliver a solution to Licensee; and
 - iv. Licensee will install the new code according to installation instructions provided by zCore.

To the extent required maintenance cannot be provided by remote diagnostic service as determined by zCore, zCore shall provide maintenance at Licensee’s site at times mutually agreeable to zCore and Licensee.

- b. Invoices for maintenance service shall be submitted by the Contractor on a quarterly or yearly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). **PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.**

5. PERIODS OF MAINTENANCE (132-34)

- a. The Contractor shall honor orders for periods for the duration of the contract period or a lesser period of time.
- b. Maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice to the Contractor.
- c. **Annual Funding.** When annually appropriated funds are cited on an order for maintenance, the period of maintenance shall automatically expire on September 30 of the contract period, or at the end of the contract period, whichever occurs first. Renewal of the maintenance orders citing the new appropriation shall be required, if the maintenance is to be continued during any remainder of the contract period.
- d. **Cross-Year Funding Within Contract Period.** Where an ordering activity’s specific appropriation authority provides for funds in excess of a 12 month (fiscal year) period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.

e. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of an order, if the maintenance is to be terminated at that time. Orders for the continuation of maintenance will be required if the maintenance is to be continued during the subsequent period.

6. UTILIZATION LIMITATIONS - (132-33, AND 132-34)

a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101.

b. When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:

(1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.

(2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.

(3) Except as is provided in paragraph 8.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.

(4) The ordering activity shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of disaster recovery, the ordering activity has the right to transfer the software to another site if the ordering activity site for which it is acquired is deemed to be unsafe for ordering activity personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping (archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.

(5) "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

7. SOFTWARE CONVERSIONS - (132-32 AND 132-33)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system, or from one computer system to another. Under a perpetual license (132-33), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier version. Under a term license (132-32), conversion credits which accrued while the earlier version was under a term license shall carry forward and remain available as conversion credits which may be applied towards the perpetual license price of the new version.

8. DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

Legislative Bill Management Software

“Manage Bills Before They Become Law”

ABOUT LBM

LBM provides users with a means to manage bills as they make their way through the legislative process. More importantly, LBM is a platform on which users can collaborate with each other to analyze and create impact statements for each version of the bill. It allows legislative analysts to work together while processing a bill.

LBM was designed and created to fulfill the many needs of government agencies and corporations by providing them with the ability to manage, analyze, and appropriately respond to legislation that affects them. LBM allows organizations not only to analyze legislation as it moves through the legislative process, but it's also designed to aid organizations in preparing a concise and detailed plan to either support, hinder, or alter the legislation prior to it becoming a law.

CORE FEATURES

LBM addresses specific requirements defined to be core needs for organizations to effectively manage legislation and provide improved turnaround time on the process of analyzing legislative impact. These features will be discussed in greater detail in the Technical Overview section below.

- The ability to quickly detect whether or not a bill impacts your organization.
- Assignment of bills for analysis provides the organization the flexibility to make assignments at multiple levels to accommodate for different organizational structures and levels.
- The ability to share and collaborate with analysis documents between multiple groups and users.
- The summarization of this analysis is conveyed via the “rollup” feature.
- The ability to show the last action on the bill as well as a historical movement chart.
- Tightly secured access, all the way down to the document level.

The basic system architecture is as follows:

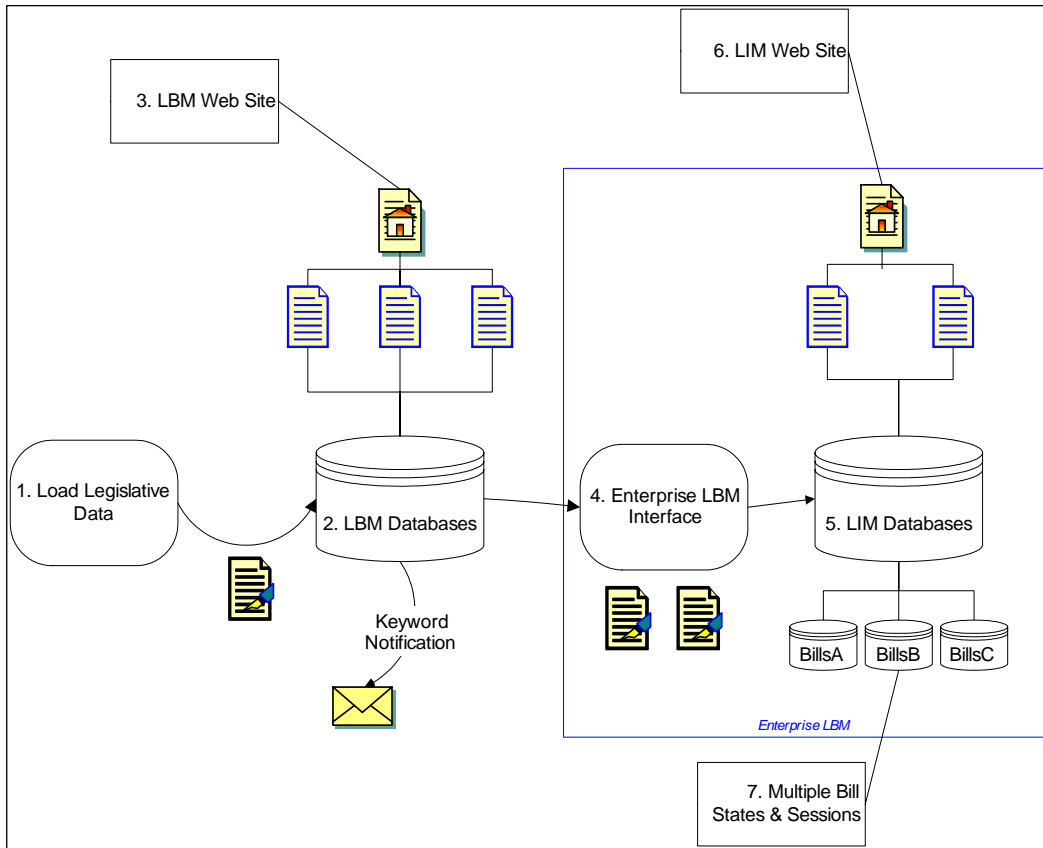


Figure 1. System Architecture

1. Bill data is loaded into the system. You may specify how often the load occurs. When the new bills are loaded, the system searches for keywords and notifies any persons you have set to be notified if those keywords are encountered. This **provides near instant notification of important legislation.**
2. The bills are loaded into your LBM Databases. These databases will also contain the analysis documents entered by your analysts as they perform and share analysis on bills. **Collaboration tools and data sharing mechanisms are built in to these databases as needed.**
3. This is the LBM Web site, which has the user interface to the bills, the analysis documents, reports, and other collaboration and analysis tools. Collaboration tools are implemented here as well as “rollup” of key data. **Rollup provides a way for the senior analyst to collect all data of analysts below for reporting or incorporation into her/his package.**
4. If you opt to go with the Enterprise package, the contents of the box (labeled “Enterprise LIM”) to the right, starting with item 4, are included. The Enterprise LBM Package is

used to transfer bills and completed analysis documents into the Law Implementation Management (LIM) system where they may be included into projects for use in project management of implemented laws.

5. These are the databases used by LIM. **A noteworthy feature here is that you may have multiple bills databases for managing bills in multiple states and/or sessions, as shown by the databases labeled “7” in the drawing.**
6. Finally, this is the LIM Web site, which has the user interface to project management and tasks and documents related to projects. **Bills and analysis documents may be associated with projects for further analysis.**

RECOMMENDED HARDWARE CONFIGURATION

We highly recommend running the LBM system on a dedicated server. LBM runs on Domino 5.0.11 or higher and will comply with the same platform requirements as Domino.

BASIC REQUIREMENTS

The basic operating system requirements for Domino are Windows XP/2000/NT, Sun Solaris, IBM AIX, IBM OS/400, IBM z/OS, or Red Hat Linux, or SuSE Linux. There are other more technical requirements that your IT department should, of course, check and resolve before making any major IT purchase.

WEB REQUIREMENTS

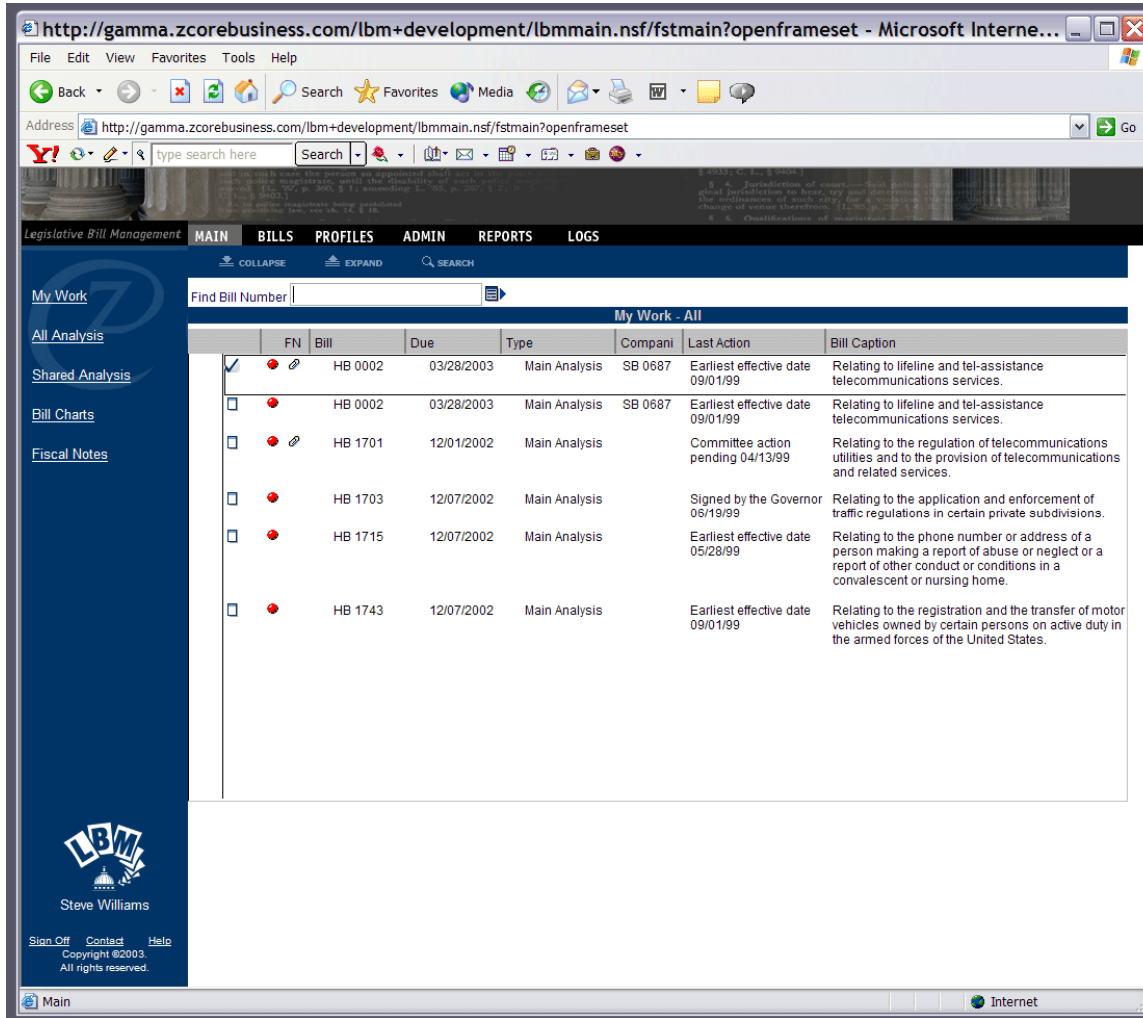
The only recommendation here is that your performance will be determined largely by the performance of your web server. With many users accessing your server editing larger amounts of data, it's a simple fact that more server horsepower will yield better performance for your users, especially when performing data-intensive operations such as rollups and cost analysis operations.

WEB CLIENT REQUIREMENTS

LBM is a web application. The only client necessary is Internet Explorer 5.5 or higher. There is no special server configuration to enable the server or application. This access is available out of the box. Users who are familiar with surfing the web will find they are very comfortable moving around the application.

SCREEN SHOT OF APPLICATION

The following page shows a screen shot of a typical screen in LBM. The top area provides overall navigation for the program. The side area provides navigation for the function currently being worked on in the main window. This provides the user with a familiar web user interface:



Example of Main Navigation Screen

9. RIGHT-TO-COPY PRICING

Not Applicable.

10. LEGISLATIVE BILL MANAGEMENT SOFTWARE PRICING

All prices are net, discounts have been deducted.

SIN	Product	GSA Net Price
132-33	LBM Business License	10,070.53
132-34	LBM Business Maintenance	2,518.89
132-33	LBM Business Additional Desktop License	151.13
132-33	LBM Enterprise License	13,596.98
132-34	LBM Enterprise Maintenance	3,526.45
132-33	LBM Enterprise Additional Desktop License	176.32
132-33	LBM Business License Upgrade	5,037.78
132-33	LBM Enterprise License Upgrade	7,052.90

**Terms and Conditions Applicable to Information Technology (IT) Professional Services
(Special Item Number 132-51)**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the

order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time and Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time and materials and labor hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

9. INDEPENDENT CONTRACTOR

All IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

- a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time and materials orders, the Payments under Time and Materials and Labor Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time and materials orders placed under this contract. For labor hour orders, the Payment under Time and Materials and Labor Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor hour orders placed under this contract.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT SERVICES AND PRICING

zCore Business Solutions, Inc. (zCore) is an 8(a) certified small business and an IBM Advance Business Partner that delivers a broad range of quality IT solutions. We specialize in providing services in the IBM pillar, using products such as: Lotus Notes, Domino, WebSphere and others.

zCore has substantial experience in supporting the maintenance, enhancement, development and operation of large and small Lotus Notes/Domino applications for local, state, and federal Government customers, as well as commercial contracts of varying size and scope.

zCore provides an outstandingly technical range of capabilities and a proven approach for planning, organizing activities, and overall management of our IT projects. This includes the programmatic, organizational, and functional processes, and quality control necessary to support the general management of any of our contracts.

LABOR CATEGORY DESCRIPTIONS**Administrative Specialist 1**

Minimum/General Experience: Two years experience using automated word processing equipment, personal computers, or work stations.

Functional Responsibility: Performs specialized program/project administrative duties as required, which may include maintaining financial or other records, verifying statistical reports for accuracy and completeness, handling and/or adjusting customer complaints, making travel and/or meeting/conference arrangements, taking inventory of equipment and supplies, and helping prepare invoices or budgetary requests. The Administrative Specialist is capable of planning and carrying out assigned tasks to completion, with minimal supervision.

Minimum Education: High School Diploma/GED

Administrative Specialist 2

Minimum/General Experience: Two years experience using automated word processing equipment, personal computers, or work stations.

Functional Responsibility: Performs specialized program/project administrative duties as required, which may include maintaining financial or other records, verifying statistical reports for accuracy and completeness, handling and/or adjusting customer complaints, making travel and/or meeting/conference arrangements, taking inventory of equipment and supplies, and helping prepare invoices or budgetary requests. The Administrative Specialist is capable of planning and carrying out assigned tasks to completion, with minimal supervision.

Minimum Education: Associates Degree

Jr. Information Analyst

Minimum/General Experience: Two years of experience planning, designing, or developing information systems using data modeling tools and methodologies.

Functional Responsibility: Supports enterprise-wide business information and systems planning and analysis efforts. Uses manual techniques and automated CASE tools to perform process and data modeling in support of planning and analysis efforts. Applies reverse engineering and business reengineering techniques to develop migration strategies. Assists in the development of techniques, guidelines, and methodologies for systems planning, analysis and development.

Minimum Education: Associates Degree or equivalent technical certification.

Information Analyst

Minimum/General Experience: Two years of experience planning, designing, or developing information systems using data modeling tools and methodologies.

Functional Responsibility: Provides expert knowledge of information engineering techniques and methodologies in support of enterprise-wide business information and systems planning and analysis efforts. Uses manual techniques and automated CASE tools to perform process and data modeling in support of planning and analysis efforts. Applies reverse engineering and business reengineering techniques to develop migration strategies. Provides guidance to technical staff in information engineering techniques and use of automated CASE tools. Assists in the development of techniques, guidelines, and methodologies for systems planning, analysis and development.

Minimum Education: Bachelors degree in Information Systems Engineering, Computer Science, Engineering or Business, or other related field.

Sr. Information Analyst

Minimum/General Experience: Five or more years of experience planning, designing, or developing information systems using data modeling tools and methodologies.

Functional Responsibility: Provides expert knowledge of information engineering techniques and methodologies in support of enterprise-wide business information and systems planning and analysis efforts. Uses manual techniques and automated CASE tools to perform process and data modeling in support of planning and analysis efforts. Applies reverse engineering and business reengineering techniques to develop migration strategies. Provides guidance to technical staff in information engineering techniques and use of automated CASE tools. Leads the development of techniques, guidelines, and methodologies for systems planning, analysis and development.

Minimum Education: Bachelors degree in Information Systems Engineering, Computer Science, Engineering or Business, or other related field.

Application Developer

Minimum/General Experience: Two years experience with commercial-off-the-shelf (COTS) development platforms, database principals, evaluation, customized software development, integration and testing of information technology applications/solutions.

Functional Responsibility: Develops software applications using a variety of tools, which may include Lotus Notes, Domino, C++, PHP, HTML, XML, .NET, SQL, or other relevant languages/environments; middleware; object oriented modeling and design; web-based or client/server transactional solutions; relational database design and development; or web-based presentation. Able to work independently with minimal supervision, yet also works well with a team of other highly skilled technologists.

Minimum Education: Bachelors Degree in Information Systems Engineering, Computer Science, Engineering, Business, or related field.

Sr. Application Developer

Minimum/General Experience: Five years experience with commercial-off-the-shelf (COTS) development platforms, database principals, evaluation, customized software development, integration and testing of information technology applications/solutions.

Functional Responsibility: Provides expert knowledge in developing software applications using a variety of tools, which may include Lotus Notes, Domino, C++, PHP, HTML, XML, .NET, SQL, or other relevant languages/environments; middleware; object oriented modeling and

design; web-based or client/server transactional solutions; relational database design and development; or web-based presentation. Works independently but may also lead teams of technologists when required.

Minimum Education: Bachelors Degree in Information Systems Engineering, Computer Science, Engineering, Business, or related field.

Principal Application Developer

Minimum/General Experience: Eight years experience with commercial-off-the-shelf (COTS) development platforms, database principals, evaluation, customized software development, integration and testing of information technology applications/solutions.

Functional Responsibility: Provides expert knowledge in developing software applications using a variety of tools, which may include Lotus Notes, Domino, C++, PHP, HTML, XML, .NET, SQL, or other relevant languages/environments; middleware; object oriented modeling and design; web-based or client/server transactional solutions; relational database design and development; or web-based presentation. Leads teams of high-skilled technologists.

Minimum Education: Bachelors Degree in Information Systems Engineering, Computer Science, Engineering, Business, or related field.

Network Engineer

Minimum/General Experience: At least two years experience in performing analysis, design, and installation of local and wide area networks. Experienced with the creation of network documentation and topologies diagrams and using multiple aspects of networking including protocols, bridges, frame relay and routers.

Functional Responsibility: Plans, designs, and implements network management systems to monitor, diagnose, control, and measure performance of communications networks that impact individual sites. Uses and supports network administrative systems to ensure accurate network inventory and timely implementations. May work with end customer, and vendors to define, analyze, and provide solutions for the customer s voice, data, and communications requirements. Typically works as part of a team

Minimum Education: Bachelors Degree in Information Systems Engineering, Computer Science, Engineering, Business, or related field.

Sr. Network Engineer

Minimum/General Experience: At least five years experience in performing analysis, design, and installation of local and wide area networks. Experienced with the creation of network documentation and topologies diagrams and using multiple aspects of networking including protocols, bridges, frame relay and routers.

Functional Responsibility: Plans, designs, and implements network management systems to monitor, diagnose, control, and measure performance of communications networks that impact individual sites. Uses and supports network administrative systems to ensure accurate network inventory and timely implementations. May work with end customer, and vendors to define, analyze, and provide solutions for the customer s voice, data, and communications requirements. May manage more junior network team members.

Minimum Education: Bachelors Degree in Information Systems Engineering, Computer Science, Engineering, Business, or related field.

Database Engineer

Minimum/General Experience: Two years of administration with relational database management systems (RDBMS) on Windows or Linux/UNIX server platforms.

Functional Responsibility: Requires strong knowledge of database languages that support major business applications. Analyzes complex organizational and computer database system(s); designs and implements computer database systems in both stand-alone and network configurations; is knowledgeable in both commercially-available off-the-shelf (COTS) and custom database software platforms; and develops technical documentation detailing the installation procedures. Performs analyses of organizational and computer database system(s). Typically works as part of a team.

Minimum Education: Bachelors degree in Information Systems Engineering, Computer Science, Engineering or Business, or other related field.

Sr. Database Engineer

Minimum/General Experience: Five years of administration with relational database management systems (RDBMS) on Windows or Linux/UNIX server platforms.

Functional Responsibility: Requires advanced knowledge of database languages that support major business applications. Analyzes complex organizational and computer database system(s); designs and implements computer database systems in both stand-alone and network configurations; is knowledgeable in both commercially-available off-the-shelf (COTS) and custom database software platforms; and develops technical documentation detailing the installation procedures. Performs analyses of organizational and computer database system(s). May supervise more junior personnel or work as part of a team.

Minimum Education: Bachelors degree in Information Systems Engineering, Computer Science, Engineering or Business, or other related field.

Program Manager

Minimum/General Requirements: Five years of management and supervisory experience.

Functional Responsibility: Acts as the overall lead, manager and administrator for the contract effort. Serves as the primary interface and point of contact with government program authorities and representatives on technical and program/project issues. Supervises program/project operations by developing procedures, planning and directing execution of the technical programming, maintenance and administrative support effort and monitoring and reporting progress. Manages acquisition and employment of program/project resources. Manages and controls financial and administrative aspects of the program/project with respect to contract requirements.

Minimum Education: Bachelors degree in Information Systems Engineering, Computer Science, Engineering or Business, or other related field.

Sr. Program Manager

Minimum/General Requirements: Eight years of management and supervisory experience.

Functional Responsibility: Acts as the overall lead, manager and administrator for the largest contract efforts encompassing multiple projects/task orders. Serves as the primary interface and point of contact with government program authorities and representatives on technical and program/project issues. Supervises program/project operations by developing procedures, planning and directing execution of the technical programming, maintenance and administrative support effort and monitoring and reporting progress. Manages acquisition and employment of program/project resources. Manages and controls financial and administrative aspects of the program/project with respect to contract requirements.

Minimum Education: Bachelors degree in Information Systems Engineering, Computer Science, Engineering or Business, or other related field.

Web-Based Consultant

GSA SCHEDULE ----- INFORMATION FOR ORDERING ACTIVITIES

Minimum/General Experience: Two or more years experience using a variety of concepts, languages, scripts and development platforms to create web-based applications (i.e., SQL, C++, HTML, CGI and JavaScript).

Functional Responsibility: Consults with clients and other project team members to design, build and manage web sites. Creates web-based applications that are customized to the end user based on the requirements documentation collected during the beginning of the Systems Development Life Cycle. Also provides technical support for existing web sites, web applications and Content Management Systems, including writing support and technical documents as needed.

Minimum Education: Bachelors degree in Information Systems Engineering, Computer Science, Engineering or Business, or other related field or an additional five years of experience.

GSA LABOR RATES

Rates are Net, all discounts have been deducted.

LABOR CATEGORY	GSA NET RATE
Administrative Specialist1	\$38.69
Administrative Specialist2	\$44.33
Jr. Information Analyst	\$87.78
Information Analyst	\$119.70
Sr. Information Analyst	\$151.62
Application Developer	\$87.78
Sr. Application Developer	\$103.74
Principal Application Developer	\$151.62
Network Engineer	\$87.78
Sr. Network Engineer	\$119.70
Database Engineer	\$87.78
Senior Database Engineer	\$99.08
Program Manager	\$96.58
Sr. Program Manager	\$103.74
Web-Based Consultant	\$139.39

**USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

Preamble

zCore Business Solutions, Inc. provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact **Gregory Harris, President, (512) 238-8222, gregharris@zcorebusiness.com, Fax: (512) 238-8312.**

GSA SCHEDULE ----- BLANKET PURCHASE AGREEMENT

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;

GSA SCHEDULE ----- BLANKET PURCHASE AGREEMENT

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

**BASIC GUIDELINES FOR USING
“CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer's requirement.
- Customers make a best value selection.